

**U.S. Embassy, Moscow**

**Public Affairs Section Request for Grant Proposals Notice of Funding Opportunity (NOFO): Maker Faire – A Showcase for Innovation**

**Announcement Type:** Grant

**Application Deadline:** July 31, 2015

**Total Funding:** Up to \$50,000 pending the availability of funds

**Funding Opportunity Number:** DOSRUS-15-GR-005

**Catalogue of Federal Domestic Assistance Number:** 19.040

**Anticipated Award Date:** August 31, 2015

**Anticipated Project Completion Date:** September 30, 2016

**Funding Opportunity Title:** Maker Faire – A Showcase for Innovation

**Eligible Applicants:** U.S. and Russian non-commercial organizations and academic institutions (both Public and Private) are eligible to apply.

**A. PROGRAM DESCRIPTION/EXECUTIVE SUMMARY**

The U.S. Embassy in Moscow (PAS Moscow) invites proposals for a grant to organize a Maker Faire (or series of Maker Faire events in various locations) in Russia to support a growing movement that promotes innovation and learning through “do-it-yourself” hands-on access to cutting-edge technologies like 3D printers and Arduino robotics. Last year, President Obama hosted the first-ever White House Maker Faire and issued a call to action to expand economic growth by spurring manufacturing, entrepreneurship, and STEM (Science, Technology, Engineering, and Math) education through events like the annual National Maker Faire. The grant recipient will be responsible for all program elements, including recruitment of event sponsors, partners, facilitators, logistical arrangements, organizing the event, and developing a sustainability plan to ensure the Maker Faire becomes an annual event.

**A.1. Additional Information:** The U.S. Embassy in Moscow expects to award a grant of up to \$50,000 to organize a Maker Faire (or series of Maker Faire events in various locations) in Russia before September 30, 2016.

Proposals should include a detailed breakout and description of all expenses associated with this project. The proposal should include all administrative and logistical costs for organizing the Maker Faire event. Interested organizations should develop budgets that include, but are not limited to, the following costs:

- Development of an outreach plan to recruit local partners, sponsors, and facilitators.
- Venue rental.
- Communications and PR expenses.
- Agenda preparation and printing costs.
- All venue-related expenses beyond room rental (utilities, backup generator, etc.), if necessary.
- Audio-visual equipment and other related expenses, including Internet access at the Maker Faire.
- Resource materials for facilitators.

- Travel costs for Russian and American speakers for the event.
- Compensation for event facilitators, if necessary.

All digital content related to the Maker Faire will be made available, at no cost, to U.S. Mission Russia for its use without restriction. Digital content includes, but is not limited to video, audio, and photographs. The grantee is responsible for obtaining all necessary permissions, rights and copyrights for materials that is used from other sources. The grantee is also responsible for obtaining and covering the costs of the license to produce a Mini-Maker Faire and will credit the U.S. Embassy as the main sponsor of the event.

Applicants may submit only one proposal under this competition. If multiple proposals are received from the same applicant, all submissions will be declared ineligible and receive no further consideration in the review process.

## **A.2. Funding Authority**

Overall grant-making authority for this program is contained in the Mutual Educational and Cultural Exchange Act of 1961, Public Law 87-256, as amended, also known as the Fulbright-Hays Act. The purpose of the Act is “to enable the Government of the United States to increase mutual understanding between the people of the United States and the people of other countries...; to strengthen the ties which unite us with other nations by demonstrating the educational and cultural interests, developments, and achievements of the people of the United States and other nations...and thus to assist in the development of friendly, sympathetic and peaceful relations between the United States and the other countries of the world.” The funding authority for the program above is provided through legislation.

## **A.3. Purpose and Program Description:**

The rise of the Maker Movement represents a huge opportunity for both the United States and Russia. Globally, new tools for production are boosting innovation and entrepreneurship in manufacturing, in the same way that the Internet and cloud computing have lowered the barriers to entry for digital startups. These tools are creating the foundation for products and processes that can help create entirely new industries in Russia. These tools are inspiring a new generation of entrepreneurs, empowering Makers to launch manufacturing startups in the same way that Steve Wozniak and Steve Jobs developed and marketed the first Apple Computer.

In June of last year, President Obama hosted the first-ever White House Maker Faire. In his remarks at that event, the President described the creativity and innovation of “a country that imagined a railroad connecting a continent, imagined electricity powering our cities and towns, imagined skyscrapers reaching into the heavens, and an Internet that brings us closer together.” President Obama cited the potential of the Maker Movement to create more good jobs in the years to come and to create new industries that we cannot yet imagine. He spoke of the importance of science and technology educators who will encourage their students to dream and to act on their dreams.

In this spirit, the U.S. Embassy in Moscow seeks to sponsor a Maker Faire in Russia that brings together emerging leaders of the grass-roots movement here to foster long-lasting ties that transcend political, linguistic, and geographic differences. The Maker Faire event will build upon existing efforts on the part of the U.S. Mission in Russia to support the Maker Movement and innovation, seeking to identify new partners and strengthen existing networks.

#### **A.4. Definitions: Sponsors, Facilitators, Attendees:**

For the purposes of this program, “sponsors” are defined as American or Russian organizations recruited by the grantee to provide financial, material, or some other type of support in organizing the Maker Faire. “Facilitators” are defined as American or Russian organizations or individuals who will organize activities, teach hands-on workshops, present and perform during the Maker Faire event. The grantee will be responsible for developing a budget to determine their compensation. “Attendees” are members of the public in attendance at the Maker Faire event.

While cost-share is not mandatory for this grant, applicants who engage public and private partners for support, and employ other creative techniques to increase or stretch funding dollars will be deemed more competitive than those that do not under the Cost Effectiveness and Cost-Sharing review criterion.

#### **A.5. Program Activities:**

The grantee is expected to organize a 2-3 day Maker Faire event in Moscow and possibly another Russian city by recruiting sponsors and facilitators and making all administrative and logistical arrangements. The Maker Faire should feature, but not be limited to the following topics and activities:

- STEM Education
- 3D printing
- Digital Fabrication
- Robotics
- Sustainable Design
- Social Entrepreneurship
- Internet of Things
- Home Automation
- Interactive Art & New Media
- Biomedical
- Environment
- Wellness / Healthcare
- Food & Agriculture
- Transportation

#### **Activities:**

- Arduino for beginners

- 3D Printing for beginners
- Mobile Robots
- Circuitry
- Woodworking
- Interactive art
- Green technology
- Wearable electronics
- Toyhacking and upcycling
- Computer programming/coding

#### **A.6. Partner Organizations**

Applicants must identify the U.S.-, Russian-, and foreign-based organizations and individuals with whom they are proposing to collaborate to organize the Maker Faire and describe any previous cooperative activities. Having a brick and mortar presence in the Russian Federation is not required. However applicants that demonstrate institutional capacity in the Russian Federation whether through their own resources or through partnerships with other organizations or institutions will be given stronger consideration under the Institutional Capacity and Track Record criterion.

#### **A.7. Program Monitoring and Evaluation**

Proposals must include a plan to monitor and evaluate the project's success, both during the planning stage and at the end of the project. Successful monitoring and evaluation depend heavily on setting clear goals and outcomes at the outset of a program. The evaluation plan should include a description of the proposed project's objectives, the anticipated project outcomes, and how and when outcomes will be measured (performance indicators). The more that outcomes are "SMART" (specific, measurable, attainable, results-oriented, and placed in a reasonable timeframe), the easier it will be to conduct the evaluation. Proposals also should show how project objectives link to the goals of the program described in this NOFO.

The monitoring and evaluation plan should clearly distinguish between program outputs and outcomes. Outputs are products and services delivered, often stated as an amount. Output information is important to show the scope or size of project activities, but it cannot substitute for information about progress towards outcomes or the results achieved. Examples of outputs include the number of people trained or the number of seminars conducted. Outcomes, in contrast, represent specific results a project is intended to achieve and is usually measured as an extent of change. Findings on outputs and outcomes should both be reported, but the focus should be on outcomes.

#### **A.8. U.S. Embassy Responsibilities**

U.S. Embassy Moscow activities and responsibilities for this program are as follows:

- Provide input on program timelines and agendas;
- Assist grantee to the extent needed with outreach efforts;

- Work with the award recipient to publicize the program through various outlets (such as PAS social media platforms and U.S. government alumni networks), including approving all program publicity, outreach efforts, and other materials; and

#### **A.9. Award Recipient Responsibilities**

The responsibilities of the award recipient are as follows:

- Develop an outreach strategy that recruits public and private sponsors to support the Maker Faire.
- Apply for and cover the costs of a license to host a Mini-Maker Faire under the “Make” trademark.
- Identify a venue and recruit facilitators.
- Develop a media plan to promote the event through various platforms, including traditional and social media.
- Tap into existing networks of alumni and U.S. Embassy partners to encourage their participation in the Maker Faire.
- Develop a sustainability plan to encourage follow-up activities and subsequent Maker Faires that capitalize on the growth of the Maker Movement.
- Manage financial aspects of the program and promptly report any irregularities in the budget or spending to the U.S. Embassy.
- Report programmatic, financial, and statistical information to the Embassy.
- Respond fully and promptly to requests for program information from the Embassy.
- Ensure compliance with the terms of the Grant, especially, but not limited to, by submitting timely financial and program reports and executing proper budget oversight.

#### **B. FEDERAL AWARD INFORMATION**

**Funding Opportunity Title:** Maker Faire – A Showcase for Innovation

**Type of Award:** Grant

**Fiscal Year Funds:** FY2015

**Approximate Total Funding:** Up to \$50,000

**Approximate Number of Awards:** one

**Approximate Average Award:** Up to \$50,000

**Floor of Award Range:** none

**Ceiling of Award Range:** \$50,000

**Anticipated Award Date:** August 31, 2015

**Anticipated Project Completion Date:** September 30, 2016

#### **C. ELIGIBILITY INFORMATION**

##### **C.1. Eligible applicants:**

American and Russian non-commercial organizations and academic institutions (both Public and Private) are eligible to apply.

## **C.2. Cost Sharing or Matching Funds:**

There is no minimum or maximum percentage required for this competition. However, PAS Moscow encourages applicants to provide maximum levels of cost sharing and funding in support of its programs.

When cost sharing is offered, it is understood and agreed that the applicant must provide the amount of cost sharing as stipulated in its proposal and later included in an approved agreement. Cost sharing may be in the form of allowable direct or indirect costs. For accountability, the grantee must maintain written records to support all costs which are claimed as cost share contribution, as well as costs to be paid by the Federal Government. Such records are subject to audit. The basis for determining the value of cash and in-kind contributions must be in accordance with the E CFR §200.306, Office of Management and Budget's Circular 2 CFR Part 200, entitled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. In the event the grantee does not provide the minimum amount of cost sharing as stipulated in the approved budget, grant funding will be reduced in like proportion.

## **C.3. Other Eligibility Requirements:**

a) The applicants must be registered in the System for Award Management (SAM), located at [www.sam.gov](http://www.sam.gov), prior to submitting an application. Applicants must maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by an agency.

b) All Federal assistance recipients must have a Dun & Bradstreet number prior to funds disbursement. A DUNs number may be acquired at no cost by calling the dedicated toll-free DUNs number request line at 1-866-705-5711 or requesting online at [www.dnb.com](http://www.dnb.com). Russian applicants may call +7-495-646-2114.

c) Technical Eligibility: All proposals must comply with proposal and submission requirements listed in Section D. Failure to comply to these requirements will result in your proposal being declared technically ineligible and given no further consideration in the review process.

d) Eligible applicants may not submit more than one proposal in this competition. If more than one proposal is received from the same applicant, all submissions will be declared technically ineligible and will receive no further consideration in the review process.

Please note: Applicant organizations are defined by their legal name, and EIN number as stated on their completed SF-424 and additional supporting documentation.

e) Indirect Costs: An organization with an audited indirect cost rate negotiated with a cognizant federal government agency other than U.S. Department of State should include a copy of the cost-rate agreement as an addendum to the budget. If the applicant currently has an assistance award from U.S. Department of State, the agreement does not need to be submitted unless the applicant has negotiated a new indirect cost rate with a cognizant agency other than U.S. Department during the past 12 months. An applicant must indicate in the proposal budget how the rate is applied. If your organization does not have a NICRA, and the proposal budget has a line item for indirect cost charges, those indirect charges may not exceed 10%.

f) Taxes: Successful applicants are responsible for complying with all applicable tax treaties and federal, state and local laws on tax withholding and reporting for project participants. Because of the complexity of current tax laws regarding scholarship and fellowship income, it is strongly recommended that grantees consult with tax counsel regarding such compliance.

#### **D. APPLICATION AND SUBMISSION INFORMATION**

Note: Please read the complete announcement before sending inquiries or submitting proposals. Once the NOFO deadline has passed, Embassy staff may not discuss this competition with applicants until the proposal review process has been completed.

##### **D.1. ADDRESS TO REQUEST APPLICATION PACKAGE**

Interested applicants may request the full text of this Notice of Funding Opportunity (NOFO) via email to [GrantsRussia@state.gov](mailto:GrantsRussia@state.gov). The NOFO may also be found on [www.grants.gov](http://www.grants.gov) as well as the website of the U.S. Embassy in Moscow: <http://moscow.usembassy.gov/cooperation.html>. Applicants may also request a NOFO in writing to: Jeni Washeleski, U.S. Embassy Moscow, Public Affairs Section, Bolshoy Devyatinskiy Pereulok 8, Moscow 121099, Russian Federation.

##### **D.2. CONTENT AND FORM OF APPLICATION SUBMISSION**

**Please follow all instructions below carefully. Failure to furnish all information or comply with stated requirements will not be considered.** Applicants must set forth accurate and complete information as required by this NOFO. The penalty for making false statements in proposals to the USG is prescribed on 18 U.S.C.1001.

Applicants must ensure:

- The proposal clearly addresses the goals and objectives of this funding opportunity;
- All documents are in English;
- All budgets are in U.S. dollars;
- All pages are numbered;
- All Microsoft Word documents are double-spaced, 12 point Times New Roman font, with a minimum of 1-inch margins;

- All materials are submitted in one of the following formats: .xls, .xlsx, .doc, .docx, .pdf, .jpeg. No other file types will be reviewed.

### **D.3. What to Include in Your Proposal**

#### **D.3a. Executive Summary**

The Executive Summary should be one page in length and include: description of the goals of the project, names of all partner organizations responsible for project implementation and anticipated dates for the Maker Faire event(s).

#### **D.3b. Proposal Narrative**

In no more than 10, double-spaced pages, the proposal narrative should include/address all items specifically referenced in this NOFO and those items noted below:

- **Project Goals, Objectives, and Anticipated Outcomes:** Proposals should include a clear, succinct statement of project goals, objectives, and anticipated outcomes that expand upon the goals of the Maker Faire event(s) as stated in Section A of this Notice of Funding Opportunity. Objectives should be described in specific, measurable, and realistic terms that are achievable within the scope of the project, both in terms of time and funding.
- **Background Information on the applicant organization and partner organizations:** For each organization, provide information regarding the mission, date of establishment, relevant expertise working in the Russian Federation, past programmatic work, and ongoing programmatic work (including Maker Faire-type activities) should be described. Previous awards from the Department of State since 2010, including both grants and cooperative agreements, should be listed by the Department's office or Embassy that awarded the grant, project name, countries, year, and amount. Proposals should describe previous collaboration with proposed partner organizations, as well as clearly delineate a division of responsibilities between all organizations that will be involved in the project.

#### **D.3c. Budget**

Please take the following information into consideration when preparing your budget: Applicants must submit SF-424A – “Budget Information – Non-Construction Programs” along with a comprehensive budget for the entire program. There must be a summary budget as well as breakdowns reflecting both administrative and program budgets. Applicants may provide separate sub-budgets for each program component, phase, location, or activity to provide clarification.

Allowable costs for the program include, but are not limited to, the following:

- **Materials:** Budgets may include costs to purchase, develop and translate materials to support program activities, as needed.



- Supplies: Budgets may include costs to purchase supplies, however these costs should be justified in the budget narrative. Costs for furniture are not allowed.
- Administrative Costs: Costs necessary for the effective administration of the project may include salaries for employees, benefits, and other direct and indirect costs in accordance with federal regulations outlined in the Code of Federal Regulations, Part 200, Subpart E “Cost Principles.” Proposals that show strong administrative cost-sharing contributions from the applicant, in-country partners, and other sources, while not required, will garner more points under the “cost-effective” criteria during proposal evaluation. Staff travel should be included under administrative costs.
- Reasonable Accommodations: Organizations should budget for the reasonable accommodations of participating individuals with disabilities.
- Web Technology: As appropriate, the applicant organization may budget for technology to support the broader program goals.
- Venue Rental and equipment fees.
- License Fees related to the Maker Faire trademark.
- Communication and PR expenses to promote the Maker Faire event.
- Honorariums and travel expenses for facilitators and speakers at the event.

### **D.3d. Program Monitoring and Evaluation**

Monitoring and Evaluation Plan: Proposals should describe in detail the applicant organization’s proposed approach to monitoring and evaluation of this project. For further guidance, please see Section A.7 “Program Monitoring and Evaluation.”

### **D.3e. Supplemental Materials:**

Letters of commitment and/or letters of support/interest from: 1) proposed partner organizations, and 2) proposed or past host organizations:

- Resumes (no more than one page in length) of proposed key staff at the applicant organization and all partner organizations that will be involved in the implementation of the project; and
- Draft program implementation materials such as the program announcement, program application, agenda for the orientation, and materials related to any other key program elements.

### **D.3f. Application Forms for Federal Assistance (SF-424):**

The following forms are required and can be found online on Grants.gov. Please be sure to complete and sign each form.

- SF-424: Application for Federal Assistance
- SF-424A: Budget Information – Non-Construction Programs
- SF-424B: Assurances - Nonconstruction Programs (for U.S. applicants)

### **D.3g. Items Not Required**

Other items NOT required/requested for submission by Friday, July 31, 2015, but which may be requested if your application is selected for funding include:

- Copies of an organization or program audit within the last two (2) years;
- Copies of relevant human resources, financial, or procurement policies;
- Copies of other relevant organizational policies or documentation that would help the Department determine your organization's capacity to manage a federal grant award overseas; and
- Completion of a pre-award organizational information sheet, to determine what financial controls and standard operating procedures an organization uses to procure goods and services, hire staff and track time and attendance, pay for grant-related travel, and other financial transactions that might be necessary to undertake the activities in your application.

The U.S. Embassy Moscow reserves the right to request any additional programmatic and/or financial information regarding the proposal.

### **D.4. UNIQUE ENTITY IDENTIFIED AND SYSTEM FOR AWARD MANAGEMENT (SAM)**

Applicants are required to have a Unique Entity Identifier (UEI) number to apply for a grant or cooperative agreement from the U.S. Government. This number is a nine-digit identification number, which uniquely identifies business entities. Obtaining a UEI number is easy and there is no charge. To obtain a UEI number, access <http://www.dnb.com> or call 1-866-705-5711. Russian applicants may call +7-495-646-2114. Please ensure that your UEI (DUNS) number is included in the appropriate box of the SF-424 which is part of the formal application package.

All federal award applicants must also be registered in the System for Award Management (SAM) database in order to submit a proposal in response to an open competition on Grants.gov.

All federal award recipients must maintain current registrations in the SAM database. Recipients must maintain accurate and up-to-date information in [www.SAM.gov](http://www.SAM.gov) until all program and financial activity and reporting have been completed. Recipients must review and update the information at least annually after the initial registration and more frequently if required information changes or another award is granted. Failure to register in SAM will render applicants ineligible to receive funding.

### **D.5. SUBMISSION DATES AND TIMES**

Applications must be submitted electronically via email to: [GrantsRussia@state.gov](mailto:GrantsRussia@state.gov)

All applications must be submitted on or before Friday, July 31, 2015, 6:00 p.m. Moscow Time. Emails that show a time stamp produced by the Department of State system as having been received after 6:00 p.m. will be ineligible for consideration.

Submissions sent to email addresses other than [GrantsRussia@state.gov](mailto:GrantsRussia@state.gov) are not eligible for consideration.

**Begin the application process early**, as this will allow time to address any technical difficulties that might arise in advance of the deadline. U.S. Embassy Moscow strongly advises early submission of applications to ensure delivery prior to the stated deadline.

There will be no exceptions to this application deadline.

## **D.6. INTERGOVERNMENTAL REVIEW**

This funding opportunity is not subject to Executive Order 12372 “Intergovernmental Review of Federal Programs.”

## **D.7. FUNDING RESTRICTIONS**

**a) Indirect Charges:** An organization with a Negotiated Indirect Cost Rate Agreement (NICRA) from a cognizant (primary) federal government agency should include a copy of the cost-rate agreement. Applicants should indicate in the proposal budget how the rate is applied and if any of the rate will be cost-shared. Organizations claiming indirect costs should have an established NICRA. If sub-grantees are claiming indirect costs, they should have an established NICRA that is also submitted with the proposal package. **If your organization does not have a NICRA, and the proposal budget has a line item for indirect cost charges, those indirect charges may not exceed 10%.** Information how to obtain a NICRA rate is listed Section G.

**b) Pre-award Costs:** Any costs incurred prior to the award start date in the Federal Notice of Award are incurred at the recipient’s own risk. Approval of these costs require pre-authorization of the Grants Officer to be considered allowable, will only be considered on a case-by-case basis, and will only be authorized in extraordinary circumstances. Applicants should assume that any costs incurred before the start date on the Federal Notice of Award will not be authorized.

## **E. APPLICATION REVIEW INFORMATION**

### **E.1. CRITERIA**

Technically eligible applications will be competitively reviewed according to the criteria stated below. These criteria are not rank-ordered, and all carry equal weight in the proposal evaluation.

- **Institutional Capacity:** Applicant and partner organization clearly demonstrate their experience with the proposed subject matter and their ability to successfully implement the project.

- Completeness of Proposal: The proposal meets all of the outstanding technical and logistical criteria required in this cooperative agreement, addressing the objectives as noted in Section A.
- Budget and Narrative Justification: The budget and narrative justification are complete and reasonable in relation to the proposed activities and anticipated results. The plan for services and related cost estimates is realistic and costs are allowable under the Code of Federal Regulations (eCFR).
- Cost Effectiveness: Budget demonstrates efficient use of funds, appropriate to achieve project goals. The overhead and administrative components of the proposal, including salaries and honoraria, should be kept as low as possible. All other items should be consistent with project plans and activities.
- Program Monitoring and Evaluation: Project Plan should provide sufficient detail on program monitoring and evaluation during the project performance period, as well as demonstrate an understanding of potential risks and challenges associated with the project.

## **E.2. REVIEW AND SELECTION PROCESS**

The Public Affairs Section (PAS) of the U.S. Embassy in Moscow will conduct the selection process for this award. All submissions will be reviewed first for technical eligibility. Proposals will be deemed ineligible if they do not fully adhere to the guidelines stated in this NOFO. Eligible proposals will then be forwarded to a selection committee made up of Embassy staff with media and exchange program experience, and will be subject to compliance with Federal and Bureau regulations and guidelines. All awards will be assessed for risk prior to their issuance. Final funding decisions are at the discretion of the Information Officer and/or Grants Officer of the U.S. Embassy Moscow. Final technical authority for assistance awards resides with the Embassy's Grants Officer.

## **E.3 ANTICIPATED ANNOUNCEMENT AND FEDERAL AWARD DATES**

All applications must be submitted on or before Friday, July 31, 2015, 6:00 p.m. Moscow Time. Emails that show a time stamp produced by the Department of State system as having been received after 6:00 p.m. will be ineligible for consideration. Applications must be submitted electronically via email to [GrantsRussia@state.gov](mailto:GrantsRussia@state.gov). There will be no exceptions to this application deadline.

The anticipated award date is August 31, 2015.

## **F. FEDERAL AWARD ADMINISTRATION INFORMATION**

### **F.1. FEDERAL AWARD NOTICES**

Final awards cannot be made until funds have been appropriated by Congress, allocated and committed through internal Embassy procedures. Successful applicants will receive a Federal Assistance Award (FAA) from the Embassy's Grants Office. The FAA and the original proposal with subsequent modifications (if applicable) shall be the only binding authorizing document between the recipient and the U.S. Government. The FAA will be signed by an authorized Grants Officer, and transmitted to the recipient's responsible officer identified in the application.

Unsuccessful applicants will receive notification of the results of the application review from the Embassy program office coordinating this competition.

## **F.2. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS**

Terms and Conditions for the Administration of ECA agreements include the following: Office of Management and Budget's Circular 2 CFR Parts 200 and 600, entitled the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Effective December 26, 2014, replacing the previous circulars).

For a copy of the OMB circular cited, please contact the U.S. Government Publishing Office or download from the [www.ecfr.gov](http://www.ecfr.gov) website.

Please reference the following websites for additional information:

<http://www.whitehouse.gov/omb/grants>.  
<https://www.statebuy.state.gov/fa/pages/home.aspx>

## **F.3. REPORTING**

The award issued under this NOFO will require both program and financial reports on a frequency specified in the award agreement. The disbursement of funds may be tied to submission of these reports in a timely manner. All other details related to award administration will be specified in the award agreement. The point of contact for questions or issues related to the administration of the grant will be specified in the award agreement.

## **G. FEDERAL AWARDING AGENCY CONTACT(S)**

- a) For questions about this announcement, contact: Jeni Washeleski, U.S. Embassy Moscow, Public Affairs Section, Bolshoy Devyatinskiy Pereulok 8, Moscow 121099, Russian Federation; Tel: +7 (495) 728-5058; Email: [GrantsRussia@state.gov](mailto:GrantsRussia@state.gov)

All correspondence with the Embassy concerning this NOFO should reference the title and funding opportunity number listed at the top of this solicitation.

- b) For questions relating to Grants.gov, please call the Grants.gov Contact Center at 1-800-518-4726.

- c) To inquire about the process for obtaining a Negotiated Indirect Cost Rate Agreement (NICRA), contact Donald Hunter at [HunterDS@state.gov](mailto:HunterDS@state.gov).

## **H. OTHER INFORMATION**

### **Notice:**

The terms and conditions published in this NOFO are binding and may not be modified by any Embassy representative. Explanatory information provided by the Embassy that contradicts published language will not be binding. Issuance of the NOFO does not constitute an award commitment on the part of the U.S. Government. The U.S. Embassy Moscow reserves the right to reduce, revise, or increase proposal budgets in accordance with the needs of the program and the availability of funds.